

Guide and / or I.M. Revision Notice

To: Cities, Counties, and Consultants

Date: June 29, 2018

From: Office of Local Systems

Revision Notice Number: 2018_05

The Federal-aid Project Development Guide (Guide) and / or Instructional Memorandums to Local Public Agencies (I.M.s) have been revised as indicated below. This revision notice identifies all new or revised documents and includes a summary of the significant changes. Where appropriate, it also references the existing Project Development Information Packet (Packet) or County Engineers I.M. documents that have been replaced or superseded.

The Iowa DOT does not provide paper copies of the Guide or I.M.s. Since these documents are updated frequently, we recommend using the on-line version of the [Guide and I.M.s](#) for reference.

If you have any questions concerning these revisions, please contact Nicole Fox nicole.fox@iowadot.us or 515-239-1506.

***** PLEASE NOTIFY ALL AFFECTED PERSONNEL OF THIS CHANGE *****

Document Title or I.M Number	Summary of Significant Revision(s)
Federal-aid Project Development Guide June 29, 2018	The Guide has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> Updated the information regarding I.M. 2.020, that Federal-aid can no longer be used for Routine Bridge Inspections that are accomplished to comply with the National Bridge Inspection Standards. Clarified information on when Design Exceptions are required.
I.M. Table of Contents June 29, 2018	The I.M. Table of Contents has been revised to reflect new or revised I.M.s, as indicated below.
I.M. 1.070 Title VI and Nondiscrimination Requirements June 29, 2018	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> Clarified that Federal DBE program goals, or other local contracting goals, shall not be established. Added information regarding the Title VI Assurances, and when it is required. Added information clarifying that Emergency Relief projects will require the Standard DOT Title VI Assurances and either a Title VI Plan or Title VI Agreement are signed before the first reimbursement will be processed.
I.M. 2.010 Transfer of Local Funds to the Farm-to-Market Fund June 29, 2018	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> Changed title to be clear that Local Funds other than Road Use Tax Funds can be deposited into the FM account.
I.M. 2.050 Procedure to Amend a County Secondary Road Construction Program and Budget June 29, 2018	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> Added links to Iowa Code Sections, including the section for the June 1 deadline to submit amendments.
I.M. 3.114 Cultural Resource Regulations June 29, 2018	This I.M. has been updated. Substantive changes from the previous version include the following: <ul style="list-style-type: none"> The definition of ground disturbance has been clarified. The cross section has been updated.

<p>I.M. 3.130 404 Permit Process June 29, 2018</p>	<p>This I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • The language was inconsistent across the I.M. and attachments. Clarifying that a Pre-Construction Notification (PCN) is necessary if a wetland is being filled (permanent or temporary), or if 0.10 acres of fill or more will be placed in a Water of the U.S. • In general, a Joint Application Form does not need to be sent to the Iowa DNR if a PCN is not needed. However, a Joint Application Form must still be submitted to the Iowa DNR when the project is impacting an Outstanding Iowa Waters, or if a Floodplain or Sovereign Lands permit is needed.
<p>I.M. 3.130, Att. A 404 Permit Determination Process Flowchart June 29, 2018</p>	<p>The Attachment to this I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • Clarifying that a PCN is necessary if a wetland is being filled (permanent or temporary), or if 0.10 acres of fill or more will be placed in a Water of the U.S.
<p>I.M. 3.130, Att. B 404 Permit Checklist June 29, 2018</p>	<p>The Attachment to this I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • Clarifying that a PCN is necessary if a wetland is being filled (permanent or temporary), or if 0.10 acres of fill or more will be placed in a Water of the U.S.
<p>I.M. 3.130, Att. C Commonly Used NWP's for Transportation Projects June 29, 2018</p>	<p>The Attachment to this I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • Clarifying that a PCN is necessary if a wetland is being filled (permanent or temporary), or if 0.10 acres of fill or more will be placed in a Water of the U.S.
<p>I.M. 3.135 Iowa DNR Floodplain Permits and Regulations June 29, 2018</p>	<p>This is a new I.M. The contents of this I.M. were previously in Attachment B to I.M. 3.410, Preliminary Bridge or Culvert Plans. No substantive changes were made to the contents of this I.M.</p>
<p>I.M. 3.140 Storm Water Permits June 29, 2018</p>	<p>This I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • Iowa DOT Standard Tabulation 110-12L is a Pollution Prevention Plan (PPP) developed specifically for Local Public Agencies, and this is now linked in the I.M.
<p>I.M. 3.410 Bridge or Culvert Plans June 29, 2018</p>	<p>This I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • The contents of this I.M. (previously titled Preliminary Bridge or Culvert Plans) and I.M. 3.510, Check and Final Bridge or Culvert Plans, have been combined. Information from I.M. 3.410, Attachment A, has also been added to the contents of this I.M.
<p>I.M. 3.410, Att. A (word) Bridge or Culvert Plan Supplementary Checklist June 29, 2018</p>	<p>The Attachment to this I.M. has been updated to include the information that was previously in Attachment A to I.M. 3.510. No substantive changes were made to the contents of this I.M.</p>
<p>I.M. 3.410, Att. B Instructions for Completing the Hydraulic Design of Bridges (Culverts) Form June 29, 2018</p>	<p>The Attachment to this I.M. has been updated to include the information that was previously in Attachments C and D to this I.M.</p> <p>The previous two forms (Request for Approval: Local Road System Form, referred to as Form 1E, and the Risk Assessment Form) have been combined into one form, now titled "Hydraulic Design of Bridges (Culverts) Form".</p> <p>The contents of the previous version of the Attachment to this I.M. are now found in I.M. 3.135, Iowa DNR Floodplain Permits and Regulations.</p>

<p>I.M. 3.510 Check and Final Bridge or Culvert Plans</p>	<p>This I.M. has been discontinued. The contents of this I.M. are now included as part of I.M. 3.410, Bridge or Culvert Plans.</p>
<p>I.M. 3.510, Att. A Bridge or Culvert Plan Supplementary Checklist</p>	<p>The Attachment to this I.M. has been discontinued. The contents of this Attachment are now included as part of I.M. 3.410, Attachment A, Bridge or Culvert Plan Supplementary Checklist.</p>
<p>I.M. 3.670 Work on Railroad ROW June 29, 2018</p>	<p>This I.M. has been updated. Substantive changes from the previous version include the following:</p> <ul style="list-style-type: none"> • Removed the reference to Supplemental Specifications (SS), as these are no longer used for railroad specifications. • Added that Federal-aid Swap Funds can be used to pay for A+B Railroad Flaggers.